

# CONTRACTOR LICENSING REQUIREMENTS

**For comprehensive one stop licensing and permitting assistance, contact the Wyoming Business Council 307-777-2843, or [paul.howard@wybusiness.org](mailto:paul.howard@wybusiness.org)**

Contractor licensing (except electrical) is not done by the state of Wyoming. Rather, the option to license contractors is deferred to the local jurisdiction where the construction activity is to take place. Local contacts are found at this site.

[http://www.wyomuni.org/index.asp?Type=B\\_BASIC&SEC=%7bFEF86229-DEE1-4564-A608-A88AB8796AF2%7d&DE=%7b66E949BF-1FC6-4041-BC5B-B63BE2D5458F%7d](http://www.wyomuni.org/index.asp?Type=B_BASIC&SEC=%7bFEF86229-DEE1-4564-A608-A88AB8796AF2%7d&DE=%7b66E949BF-1FC6-4041-BC5B-B63BE2D5458F%7d)

For electrical licensing (State Fire Marshal) 307-777-7288

<http://wyofire.state.wy.us/electricalsafety/examinationandlicensing.html>

For a profit corporation, LLC, or limited partnership to transact business in Wyoming, it must file for Certificate of Authority with the Secretary of State. 307-777-7311

<http://soswy.state.wy.us/Forms/FormsFiling.aspx?startwith=Business>

If the business has employees, it may need to enroll in the state Unemployment Insurance and Workers' Compensation programs. 307-777-6763

<https://doe.state.wy.us/wyereg/>

Nonresident employers (here less than one year) must, under certain circumstances, post bond with the Department of Employment. 307-777-5962

Go to the following site and link to "Non-Resident Employer Surety Bond."

<http://doe.wyo.gov/employers/WSCD-ES/Pages/Employer%20Services%20DownloadableForms.aspx>

New employee hires in Wyoming must be reported to the New Hire Reporting Center. 800-970-0258 <https://newhirereporting.com/wy-newhire/instruct.asp?State=WY&SessionID=>

Nonresident general contractors (here for less than one year) must post bond with the Department of Revenue. Nonresident subcontractors have other reporting requirements. 307-777-5200

[http://revenue.state.wy.us/PortalVBVS/uploads/Publication\\_Contractor%20Industry%2008.22.08.pdf](http://revenue.state.wy.us/PortalVBVS/uploads/Publication_Contractor%20Industry%2008.22.08.pdf)

Nonresident contractors bringing mobile machinery into the state must obtain mobile machinery permits from the Ports of Entry or County Treasurers.

[http://www.whp.dot.state.wy.us/wydot/contact\\_info/ports\\_of\\_entry](http://www.whp.dot.state.wy.us/wydot/contact_info/ports_of_entry) and,

[http://www.wcta.us/Wyoming\\_County\\_Treasurers\\_Association/Contact\\_Info.html](http://www.wcta.us/Wyoming_County_Treasurers_Association/Contact_Info.html)

**In most cases, company vehicles and private vehicles of workers will need to acquire Wyoming registration from the County Treasurer.** Temporary registration (up to 90 days) for non-resident registered vehicles is available.

[http://www.wcta.us/Wyoming\\_County\\_Treasurers\\_Association/Contact\\_Info.html](http://www.wcta.us/Wyoming_County_Treasurers_Association/Contact_Info.html)

Contractors wishing to avail themselves to the 5% bid preference for public works contracts must complete a residency certification application (not available on line). 307-777-7261

<http://wydoe.state.wy.us/doe.asp?ID=252>

